

## WARREN COUNTY BOARD OF SUPERVISORS

**COMMITTEE: SOCIAL SERVICES**

**DATE: SEPTEMBER 27, 2012**

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**COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:**

SUPERVISORS LOEB  
KENNY  
BENTLEY  
STRAINER  
WOOD  
SOKOL

REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:  
SUZANNE WHEELER, ACTING COMMISSIONER  
JULIE MONTERO, FISCAL MANAGER  
JULIE PEARL, CASE SUPERVISOR, ADULT PROTECTIVE SERVICES & CASA  
RACHEL JOHNSON, CASE WORKER, JUVENILE JUSTICE PREVENTIVE UNIT  
DEANNA PARK, DIRECTOR OF COUNTRYSIDE ADULT HOME  
KEVIN LUTERAN, PERFORMANCE ASSURANCE ENGINEER, SIEMENS INDUSTRY,  
INC.

**COMMITTEE MEMBER ABSENT:**

SUPERVISOR WESTCOTT

DANIEL G. STEC, CHAIRMAN OF THE BOARD  
PAUL DUSEK, COUNTY ADMINISTRATOR  
JOAN SADY, CLERK OF THE BOARD  
KEVIN GERAGHTY, BUDGET OFFICER  
SUPERVISORS CONOVER  
MASON  
TAYLOR  
THOMAS  
DON LEHMAN, *THE POST STAR*  
CHARLENE DIRESTA, SR. LEGISLATIVE OFFICE SPECIALIST

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Mr. Loeb called the meeting of the Social Services Committee to order at 10:00 a.m.

Motion was made by Mr. Kenny, seconded by Mrs. Wood and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Suzanne Wheeler, Acting Commissioner of the Department of Social Services (DSS), who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Ms. Wheeler introduced the Team Leader and Team Player for September to the Committee members as follows:

- Team Leader - Julie Pearl, Case Supervisor of the Adult Protective Services Unit and CASA (Community Alternative System Agency a.k.a. Coordinated Care); and
- Team Player - Rachel Johnson, Caseworker in the Juvenile Justice Services Preventive Unit.

Ms. Pearl distributed handouts pertaining to the Adult Protective Services and CASA Programs to the Committee members; *copies of same are on file with the minutes.* Ms. Pearl provided a brief explanation of each Program under her supervision, as follows:

- CASA - a Medicaid driven Home Care Aide Program where the level of assistance was dependant on the needs of the recipient. CASA includes several sub-Programs, as follows:
  - Personal Care Aide Program (PCA) - a traditional aide program involving contracted services with local Licensed Home Care agencies to provide Personal Care Aides to Medicaid recipients requiring medical assistance in order to remain safely in their homes;
  - Consumer Directed Personal Aide Program (CDPAP) - an aide program for Medicaid recipients which allows them to assume the responsibility of hiring, training and supervising their own Personal Care Aide, Home Health Aide or Nurse for the amount of aide time assessed by the CASA Caseworker;

- Long Term Home Health Care Program (LTHHCP) - also known as Nursing Home without Walls or the Lombardy Program - a program for Medicaid recipients who would otherwise be placed in nursing homes which offers medical, nursing and rehabilitative services provided at home under doctor's orders and the supervision of the Long Term Care Nurses of the Warren County Public Health Department;
- Care at Home Program - serving individuals under the age of 18 who are determined to be physically disabled and could be cared for safely in their home;
- Private Duty Nursing Program - nursing services provided to Medicaid eligible individuals who require more continuous nursing care than would be available from a Certified Home Health Agency in order to remain in their home;
- Assisted Living Program (ALP) - this program serves nursing home placement eligible individuals in a less medically intensive and lower cost setting;
- New York Connect Program - operated in conjunction with the Office for the Aging and Public Health this program was an information referral source for the other CASA Programs or other community services;
- ▶ Adult Protective Services (APS) - program for disabled adults with physical or mental impairments who are in need of protection from actual or threatened harm from themselves or others or are unable to meet their essential needs for food, shelter, clothing, medical care or public benefits and who have no family or friends willing and able to help them; and
  - Family Type Homes for Adults (FTHA) - a program in which homes provide room and board and 24 hour supervision to four or less adults that need limited help and supervision in order to remain in the community. Home inspection and supervision of FTHA homes falls under the responsibility of APS for which there was currently one FTHA in Warren County.

Ms. Pearl noted the CASA Programs were operated in conjunction with the Public Health Department. She added the DSS completed the social assessments and Public Health completed the medical assessments. She apprised that this year the CASA Programs had received 152 referrals, 125 of which were assigned to a Caseworker for assessment.

Pertaining to APS, Ms. Pearl advised the Program involved receiving calls from community members with concerns pertaining to other members of the community and their ability to care for themselves. Upon receiving a referral, she continued, the Department had 24 hours to decide if an investigation was warranted. She said once a report was taken, a home visit was required within 72 hours and a full investigation was required within 60 days.

Ms. Pearl mentioned she also acted as the Domestic Violence Liaison for the Temporary Assistance (TA) Program. She noted that people in a domestic violence situation had a difficult time meeting all of the requirements for TA and as the Liaison she was able to waive up to six of the requirements for up to four months.

A brief discussion ensued, following which Mr. Loeb thanked Ms. Pearl for her presentation and her time.

Continuing the agenda review, Ms. Wheeler presented the following requests to attend meetings or conventions:

1. for Cindy Mulcahy, Preventive Unit Senior Caseworker, to attend the CPS (Child Protective Services) Supervisory Core Module II Training in Albany, New York on October 30-31, 2012 and November 14-15, 2012;
2. for Lindsay Montaye, CPS Caseworker, to attend CW/CPS (Case Worker/Child Protective Services) Common Core Training in Albany, New York on October 2-5, 2012; October 15-19, 2012; October 29-November 2, 2012; and November 14-16, 2012; and

3. for Christina Mastrianni, Foster Care Caseworker, and Maureen Taylor, Foster Care Caseworker, to attend Foster and Adoptive Home Development Training in Elizabethtown, New York on October 2-3, 2012.

Motion was made by Mr. Kenny, seconded by Mr. Bentley and carried unanimously to authorize attendance at the training as outlined above. *Copies of the Authorization to Attend Meeting or Convention forms are on file with the minutes.*

Ms. Wheeler requested to fill the vacant position of Keyboard Specialist #1 in the Child Protective Services Unit, annual base salary of \$24,215, Employee No. 11915, due to resignation. She noted this was a Union position which received 52% and 23% State reimbursements.

Motion was made by Mr. Bentley, seconded by Mr. Kenny and carried unanimously to approve the filling of the vacant position of Keyboard Specialist #1 as outlined above and to forward same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Ms. Wheeler requested to fill the vacant position of Caseworker #27 in the Foster Care Unit, annual base salary of \$35,385, Employee No. 11830, due to resignation and to backfill any positions vacated due to promotion. She noted this was a Union position which received 52% Federal and 23% State reimbursements.

Motion was made by Mr. Sokol, seconded by Mr. Bentley and carried unanimously to approve the filling of the vacant position of Caseworker #27 as outlined above and to forward same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Ms. Wheeler stated the next item on the agenda was a report on overtime usage which she said was decreased compared to the same time period in 2011. She mentioned an emergency Foster Care placement, an on-call training and one hour of Medicaid Supervisory coverage had contributed to the recent use of overtime.

Pertaining to the Budget Performance Report, Ms. Wheeler said the budget was on track so far this year with no overages in the expenses. Mr. Loeb inquired about the 600 and 700 codes listed as Indebtedness in the Budget Analysis Report and Julie Montero, Fiscal Manager for the DSS, stated these items were included by the Treasurer's Office and she had no control over the amounts. Paul Dusek, County Administrator, advised he would need to double check in order to be sure but he thought the indebtedness pertained to the DSS portion of the bond payments for the Human Services Building. He added the sum needed to be budgeted in order to bill off a portion to the State. Mr. Bentley said that given the low dollar amount shown, he believed this pertained to the demolition costs for the former DSS Building. Mr. Dusek stated he would make inquiry to the Treasurer and email the Committee members within the next few days.

This concluded the Social Services portion of the Committee meeting and the Countryside Adult Home portion of the meeting commenced at 10:29 a.m.

Privilege of the floor was extended to Deanna Park, Director of Countryside Adult Home, who distributed copies of the agenda to the Committee members; a copy of the agenda is on file with the minutes.

Ms. Park said the first item on the agenda was the review and acceptance of the Annual Performance Assurance Report as part of the Siemens Industry, Inc. Energy Performance Contract. She introduced Kevin Lutheran, Performance Assurance Engineer for Siemens Industry, Inc., who distributed copies of the Year 4 Performance Assurance Report to the Committee members and reviewed the Report in detail; *a copy of the Report is on file with the minutes.*

Mr. Lutheran reported verified annual savings of \$38,338 compared to the guaranteed savings of \$23,272 resulting in an excess savings of \$15,066. He said the total annual savings of \$38,338 consisted of \$16,647 in measured and verified energy savings and \$21,691 in stipulated energy savings. Mr. Sokol inquired about the amount of increase for Years 2, 3 and 4 and Mr. Lutheran replied this was attributed to the varying utility rates which were detailed later in the Report. Mr. Loeb questioned the difference between measured and verified savings and stipulated savings. Mr. Lutheran explained these terms were used by Siemens Industry, Inc. to designate the method used to determine the savings and he defined the terms, as follows:

- measured savings involved spot measurements before the installation of lighting versus spot measurements performed after the retrofitting of the lighting in order to determine a physical measurement of how the improvement was performing; and
- stipulated savings were based on the energy engineers calculations based on industry standards in order to determine the savings.

Mr. Lutheran informed that stipulated savings were utilized for items such as windows where the cost of measuring actual savings would be prohibitive. Mr. Loeb asked the total cost of making all of the improvements included in the Energy Performance Contract and Mr. Dusek responded the project had originally cost approximately \$350,000. Mr. Dusek explained the agreement included Siemens looking at the current energy uses, suggesting and installing improvements in order to reduce energy usage and monitoring and verifying the guaranteed savings for a 15 year period. He noted the cost of the improvements would be recouped over a certain number of years due to the savings realized.

Discussion ensued.

In answer to a question, Mr. Dusek responded the Energy Performance Contract had been designed to be budget neutral, meaning the cost of the contract was covered by the savings generated by making the improvements.

Pertaining to Table 3 on Page 6 of the Report, Mr. Conover commented that it would be helpful to include the amount of energy used as well as the amount saved and Mr. Lutheran replied that he would do so in future reports. Mr. Lutheran pointed out that Table 4 on Page 7 of the Report reflected the baseline guaranteed savings for Year 1 of the contract and he noted this amount was escalated by 3% for each year of the contract.

Mr. Conover asked for clarification that the contract was structured so that Siemens Industry, Inc. would not receive payment if the guaranteed savings were not realized and Mr. Dusek replied affirmatively. Mr. Dusek added that if the guaranteed savings was not realized, Siemens Industry, Inc. would pay the County the difference.

Mr. Lutheran pointed out that Page 9 of the Report outlined the baseline operating parameters for the facility pertaining to setback times and heating temperatures. Mr. Loeb noted that the original setback times and temperatures had been altered since the initiation of the contract and he asked how these changes affected the savings. Mr. Lutheran agreed that the setback time schedule was not

being maintained which allowed Siemens Industry, Inc. to assume full credit for the savings relative to this section of the contract. Mr. Loeb asked for further clarification and Mr. Lutheran explained that since Countryside Adult Home was not following the agreed upon setback times and temperatures, Siemens Industry, Inc. was stipulating the savings for this portion of the contract.

Following further discussion on the Report, motion was made by Mr. Kenny, seconded by Mr. Sokol and carried unanimously to accept the Year 4 Performance Assurance Report as part of the Siemens Industry, Inc. Energy Performance Contract. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the October 19, 2012 Board meeting. (Subsequent to the meeting it was determined that the report pertained to Contract Year 5 and not Contract Year 4.)*

Continuing with the agenda review, Ms. Park requested to amend the 2012 County budget to increase estimated revenues and appropriations in the amount of \$30,000 to reflect the costs associated with the relocation of the Warrensburg Meal Site to Countryside Adult Home. Mr. Bentley asked if the relocation was working well and Ms. Park replied affirmatively and added that the Meal Site participants seemed pleased with the transition, as well.

Motion was made by Mr. Bentley, seconded by Mrs. Wood and carried unanimously to amend the 2012 County budget as outlined above and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Park requested Committee consent to purchase on-line educational courses through Care Compliance in the amount of \$199 for the purpose of earning her Department of Health required continuing education credits.

Motion was made by Mr. Sokol, seconded by Mrs. Wood and carried unanimously to approve the request to expend \$199 to purchase on-line educational courses as outlined above.

Pertaining to the Pending Items, Ms. Park stated that Item No. 1 concerning the hiring of a consultant to research the possibility of privatizing Warren County's nursing homes should be deleted from the list.

Concerning Pending Item No. 2, Ms. Park said this item pertained to whether the County had the ability to enter into a legally binding contract for private payment of the County portion of residency costs for a non-Warren County resident. She advised that Martin Auffredou, County Attorney, had further information on this item and she wanted to delay discussion until Mr. Auffredou was present. Mr. Loeb reminded the Committee that this topic had been discussed last year and the Committee had decided it was best not to expose the County to the possibility of becoming responsible for the cost of caring for out-of-County residents. Mr. Loeb asked Ms. Park about the new information Mr. Auffredou had apprised her of and Ms. Park explained Mr. Auffredou was going to investigate the possibility of requiring the family members to sign an agreement stating they would be responsible for payment of the County portion of the resident's care; however, she continued, it was determined that this was not a viable possibility. Mr. Loeb asked for further information and Ms. Park said private pay out-of-County residents would be responsible for the full cost of care but if a resident needed Temporary Assistance and they were from Warren County, the payment would be based on the resident's income plus the County and State portion. If the resident was from out-of-County, she continued, they would contribute their income but the County portion would not be covered. She advised it was up to the Committee to decide if they were willing to risk taking out-of-County residents given the chance that the County portion of their care would become Warren County's responsibility.

Mr. Loeb asked the Committee members for their opinion. Mr. Bentley suggested that Countryside Adult Home only admit Warren County residents. In answer to a question, Ms. Park replied if the home County was agreeable to paying the resident's care, then Warren County would not be responsible for that portion; however, she pointed out, there was always the possibility that the home County would decide to discontinue forwarding payments for the resident's care at a later date.

Discussion ensued.

Mr. Bentley suggested that Countryside Adult Home only admit out-of-County residents if an intermunicipal agreement was in place with the home County stating their intention to pay for the care of their residents and Mr. Strainer agreed. Mr. Dusek suggested Ms. Park contact her counterparts in neighboring Counties in order to determine if there was an interest and a need to pursue the intermunicipal agreements which he added could be developed prior to the admission of the residents.

Following a brief discussion, motion was made by Mr. Bentley, seconded by Mr. Strainer and carried unanimously to authorize a resolution stating that Countryside Adult Home would not admit out-of-County residents to the facility unless there was a legally binding agreement between Warren County and the resident's home county executed prior to admission, which authorized payment to Warren County for the local share of the fee for the resident's care. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the October 19, 2012 Board meeting.*

Continuing with the agenda review, Ms. Park informed there had been 93.5 hours of overtime usage for the previous pay cycle which included the Labor Day holiday. She added this was a decrease of 99.2 hours year-to-date when compared to 2011. She reported the current census of the facility was 42 residents: 15 men and 27 women. She said this month there had been 5 referrals, 2 admissions, and 1 discharge for the long term residents and 1 referral for the Adult Day Care.

Ms. Park apprised she had mailed out post cards to taxpayers age 65 and older to inform them of the Adult Day Care and Meal Site services offered at Countryside Adult Home. Mr. Bentley suggested Ms. Park inquire about the possibility of advertising on the individual Town websites, as well.

As there was no further business to come before the Social Services Committee, on motion made by Mr. Bentley and seconded by Mrs. Wood, Mr. Loeb adjourned the meeting at 11:21 a.m.

Respectfully Submitted,  
Charlene DiResta, Sr. Legislative Office Specialist